

**DEPARTMENT OF THE ARMY**  
**Vacancy Announcement Number: AIU400693**

**Opening Date:** February 18, 2004

**Closing Date:** May 18, 2004

**First Cut off Date:** February 25, 2004

**Position:** PRODUCTION CONTROLLER, GS-1152-5/07/09FPL:9  
**Salary:** \$26,195 - \$39,690 Annual  
**Place of Work:** Tobyhanna Army Depot, Various Organizations, Various Divisions, Duty Location: Tobyhanna, PA  
**Position Status:** This is a Permanent position. -- Full Time  
**Number of Vacancy:** MANY

**Link to job announcement at [www.cpol.army.mil](http://www.cpol.army.mil) for more information.**

**Duties:** Serves as a Production Controller and is responsible for a significant percentage of the Production Management Directorate workload, in terms of overall management responsibility. Utilizing a comprehensive knowledge of the Army Management Structure, must be familiar with codes pertaining to Weapons/Support Systems Identification code, customer codes, work accomplishment codes, staff operating processes and organizational functions. Negotiates, plans, schedules and coordinates mission, Quick Reaction, contract and special project workloads comprised of overhaul, fabrication, conversion, initial components and standard and nonstandard types of radio, radar, wire, teletype, automatic digital network communications systems, air defense command and control systems, strategic and tactical satellite communication systems, civil defense national radio systems, tactical fire control systems, air/ground radar surveillance systems, airborne/navigation/instrument surveillance systems, etc.

**Who May Apply:**

- ☐ THIS IS A DELEGATED EXAMINING ANNOUNCEMENT OPEN TO ALL US CITIZENS. APPLICATIONS MAY BE FAXED TO 410-306-1284/0106 OR MAILED TO NECPOC, 314 JOHNSON ST., APG, MD 21005, ATTN: DEU. RESUMES MUST INCLUDE THE ANNOUNCEMENT NUMBER OR THEY WILL NOT BE CONSIDERED. DO NOT INCLUDE E-MAIL ATTACHMENTS.
- ☐ Interagency Career Transition Assistance Plan (ICTAP) eligibles.

**Qualifications:** Click on link below to view qualification standard.

**General Schedule**

- ☐ QUALIFICATION REQUIREMENTS: FOR THE GS-05: EDUCATION: 4 years of successfully completed education above the high school level. This education must have been obtained in an accredited business, secretarial or technical school, junior college, college or university. OR EXPERIENCE: 1 year of Specialized experience equivalent to the GS-04 grade level in the Federal service. FOR THE GS-07 GRADE LEVEL: One year of Specialized experience equivalent to the GS-05 grade level in the Federal service. FOR THE GS-09 GRADE LEVEL: One year of Specialized experience equivalent to the GS-07 grade level in the Federal service. SPECIALIZED EXPERIENCE: Specialized experience is experience which has equipped the applicant with the knowledge, skills and abilities (KSAs) necessary to successfully perform the duties of the position and is typically in or related to skill in the overhaul, repair and fabrication of electronic systems, components and parts; knowledge of policies, regulations, instructions and procedures relating to production control; and knowledge of management information sources used to monitor production control data. NOTES: (1) FILING DEADLINE: All applications received by the initial cutoff date of February 25, 2004, will receive consideration first.

Applications received after this date will be considered for the final closing date of May 18, 2004.

ALL APPLICATIONS MUST BE RECEIVED BY THE FINAL CLOSING DATE. LATE OR INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED. (2) If qualifying based on education, (for the GS-05

grade level), please include a copy of your college transcripts or a specific course/hours listing along with your application package. FOREIGN EDUCATION: Foreign education must be evaluated for U.S. equivalency in order to be rated eligible for this position. Please include this information either in your resume or by furnishing a copy of your certificate in your application package. PLEASE ANSWER THE FOLLOWING KSAs SEPARATELY IF THEY ARE NOT ADDRESSED IN THE CONTENT OF YOUR APPLICATION/RESUME: FOR THE GS-05 GRADE LEVEL: KSA 1. Ability to extract, collect and coordinate a variety of data from computer listings. KSA 2. Ability to work rapidly and accurately with numbers and codes. KSA 3. Ability to plan and organize work. KSA 4. Ability to communicate, comprehend and work effectively with supervisors and co-workers. FOR THE GS-07 GRADE LEVEL: KSA 1. Ability to coordinate and control projects. KSA 2. Ability to meet deadlines. KSA 3. Ability to communicate orally. FOR THE GS-09 GRADE LEVEL: KSA 1. Ability to coordinate and control projects. KSA 2. Ability to meet deadlines. KSA 3. Ability to develop technical reports and correspondence. KSA 4. Ability to communicate orally. KSA 5. Ability to meet and deal with supervisors and customers in a productive manner.

- ☐ GS-05: One year of experience directly related to the occupation and equivalent to the next lower grade level, or 4 years of higher education above high school, or a combination of experience and education.
- ☐ GS-06 and above: One year of experience directly related to the occupation and equivalent to the next lower grade level. Education is not creditable, however, graduate education may be credited in those few instances where the graduate education is directly related to the work of the position.
- ☐ The experience described in your resume will be evaluated as related to the qualifications, knowledge, skills and abilities required for this job.
- ☐ Education can be substituted for experience. Review the qualification requirements for specific information.
- ☐ One year of experience in the same or similar work equivalent to at least the next lower grade or level requiring application of the knowledge, skills, and abilities of the position being filled.

#### **Other Information:**

- ☐ Management may select at any of the grade levels announced.
- ☐ Noncompetitive promotion potential to target grade.
- ☐ Multiple positions will be filled from this announcement.
- ☐ Positions listed with multiple grades may be filled at any grade level and may or may not have promotion potential.

#### **Other Requirements:**

- ☐ You will be required to provide proof of U.S. Citizenship.
- ☐ If selected, official college or university transcript must be submitted.
- ☐ Documentation to support Military Spouse Preference needs to be submitted at time of application.
- ☐ Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.
- ☐ Direct Deposit of Pay is Required.
- ☐ You must include the announcement number on your application.
- ☐ You may claim Military Spouse Preference.
- ☐ Applicants claiming Veterans' Preference must submit required paperwork at the time of application.
- ☐ Applicants must provide a narrative that addresses each of the knowledge, skills and abilities(KSAs) on plain bond paper and submit it along with the other application materials. Information may include experience, education, training and awards as it relates to each KSA. Since you will be rated based on your possession of the KSAs listed in this announcement and a ranking determination made which affects your chance for employment, it would benefit you to provide your responses to the KSAs.
- ☐ Failure to provide all of the required information as stated in the vacancy announcement may result in an ineligible rating or may affect the overall rating.

**How to Apply:**

- ☐ Resumes must be received by the closing date of this announcement.

You may send your resume via surface mail to: Northeast CPOC, DEU STAFF, 314 Johnson St, APG, MD 21005

You may fax your resume to: 410-306-1284/0106

Point of Contact: DEU STAFF, Northeast CPOC, 410-306-0031.

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